

CITY OF DEER PARK

**TITLE: STORM WATER/WATER RESOURCE
SPECIALIST**

DEPARTMENT: PUBLIC WORKS

DIVISION: STORM WATER

SUPERVISOR: DIRECTOR OF PUBLIC WORKS

JOB SUMMARY:

Administers required activities of the City of Deer Park Storm Water Management Permit / Program. Major responsibilities are compliance with six required categories of State issued General Permit, activities include but not limited to: coordination of related activities between City departments impacting the storm water permit; detection and elimination of illicit storm water discharges in public, private and municipal facilities; complaint investigation; regulation of public and private construction and post-construction storm water runoff quality; public education and awareness; public input concerning best management practices; implementation and monitoring of storm water utility funding and acting as staff liaison of required Storm Water Advisory Committee. Documents and reports compliance with the Clean Water Act / Storm Water Management Program. Accomplished in the design of municipal infrastructure including but not limited to water lines, sanitary and storm sewer systems, lift stations, force mains, roadways and detention ponds.

Attendance is an essential function of this position. The City reserves the right to require an employee in this position to work more than 40 hours a week. This position provides services or performs duties for the benefit of the general public during emergency situations. These may include services or duties different from those performed in the usual course and scope of your job. In the event of an evacuation, the incumbent in this position may be required to remain to perform needed services.

JOB SCOPE:

Assists in the budgetary process.

PRINCIPAL DUTIES & RESPONSIBILITIES:

OVERALL STRENGTH DEMANDS:

Sedentary X Light Medium Heavy Very Heavy

STORM WATER ENGINEER

DUTIES		STR	%TIME
1.	Analyzes reports, views tapes, maps, drawings, as-built plans, aerials, and develops plans and specifications for the Municipal Separate Storm Sewer System, Storm Water Management Plan. Performs pre-construction, construction and post-construction Storm Water Management inspections of commercial, residential and municipal facilities. Conducts user surveys.	L	35
2.	Coordinates and communicates effectively with citizens, City departments and external entities activities relating to compliance with BMP's stated in General Permit. Composes, records, files, and maintains computer and paper records of the program to include inspections, permits, professional communication and court related actions. Enforces health / storm water management ordinances through court action. Issues citations, builds case evidence, consults with prosecuting attorney, and testifies in court proceedings. Conducts public speaking engagements as needed.	L	30
3.	Responds to reports of pollution, sewage leaks, mosquito breeding and construction site discharges. Responds to safety and sanitation complaints in a timely manner.	L	5
4.	Directs, controls, and accounts for the expenditure of project funds in accordance with budget appropriations. Provides reliable cost estimates of projects for budgeting. Responsible for quality assurance and quality control of in-house design projects.	L	5
5.	Performs complex hydrologic and hydraulic modeling, regional storm water analysis and planning, drainage analysis and design, FEMA and related flood studies, highway/roadway drainage design, bridge scour analysis, water system analysis and planning and other aspects of water resources engineering.	S	20
6.	Performs all other related duties as assigned.	L	5

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of civil engineering techniques and construction practices, standard engineering design principles and techniques, and of surveying techniques and principals. Skilled in identifying and resolving problems in a timely manner, gathering and analyzing information, accuracy and thoroughness, and writing, reading, and interpreting written information. Ability to read and interpret blueprints, specifications, and diagrams, and to get along appropriately with co-workers and the public. Skilled in public speaking, interpersonal relations, and written communication.

STORM WATER ENGINEER

Minimum of six years of experience with hydrologic and hydraulic modeling, regional storm water analysis and planning, drainage analysis and design, FEMA and related flood studies, highway/roadway drainage design, bridge scour analysis, water system analysis and planning and other aspects of water resources engineering. Experience with HEC-1/HEC-HMS, HEC-2/HEC-RAS, open channel hydraulics, hydraulic structures, HouStorm or WinStorm desired. A working knowledge of Arc-GIS software, AutoCAD is a plus.

Working knowledge in environmental science, entomology, microbiology, epidemiology, marine biology, limnology, parasitology, biology, chemistry and water chemistry. Ability to take direction in a positive manner.

MACHINES, TOOLS, EQUIPMENT, AND WORK AIDES

Describe the tools and equipment involved in performing the functions of the job.

Computer, motor vehicle, thermometer, camera, chemical test strips, pool test kits, microbiologic water testing materials, inspection forms, citation book, permit forms, audiovisual equipment, microscope, automatic sampler, engineering scale, engineering books, triangle, and planimeter.

PROTECTIVE EQUIPMENT REQUIRED

Seat belt, rubber gloves, orange vest, rain gear, rubber boots, hardhat, safety glasses

ENVIRONMENTAL FACTORS

Extreme Temperature:	<u>SEASONAL</u>	Humidity:	<u>SEASONAL</u>
Caustic Substances:	<u>SOME</u>	Noise:	<u>SOME</u>
Physical Hazards:	<u>SOME</u>	Vibrations:	<u>SOME</u>
Respiratory Hazards:	<u>SOME</u>	Other:	<u>SOME</u>

EDUCATION, CERTIFICATION, & EXPERIENCE REQUIRED:

1. Bachelor of Science degree in Civil Engineering from an accredited college or university, and an Engineer in Training Certificate (EIT) licensed to practice in the State of Texas.
2. Valid Texas driver's license with acceptable driving record.
3. Proficiency in using computer equipment and Computer experience with Microsoft Office Suite Products.
4. Six years experience in a Civil Engineering or related field.
5. Five years regulatory or environmental enforcement related experience.

PREFERRED:

1. Have developed, designed and implemented a Municipal separate storm sewer system program.
2. Advanced knowledge in Microsoft Office Suite Products, and other computer programs.
3. Bilingual/Spanish.
4. Prior supervisory experience.

SIGNATURES

I have reviewed the above job description and I understand the responsibilities and the essential functions.

Employee

Date

Immediate Supervisor

Date